

**SUSTAINABLE BURBANK TASK FORCE**  
**April 18, 2011 MINUTES**

**I. CALL TO ORDER:**

The meeting of the Sustainable Burbank Task Force was held in the Burbank Police Department Community Room, 200 North Third Street, on the above date. Ms. Sharon Springer, Chair, called the meeting to order at 4:37 p.m.

**II. ROLL CALL:**

**Members Present:**

Emily Gabel-Luddy  
Mark Hardyment  
Wendy James  
Cynthia La Camera  
Ken Lewis (Vice Chair)  
James Smith  
Sharon Springer (Chair)  
Tom Steele  
Jef Vander Borcht

**Members Absent:**

Jeff Catalano  
Nicholas de Wolff  
Geoffrey Folsom  
Dr. Maureen Kellen-Taylor  
Rita Khechumyan  
Lisa Rawlins

**Council Members and Staff Present:**

Dave Golonski – Council Member, City Council  
Bonnie Teafor – Public Works Director, Public Works  
Sherry Richardson - Administrative Officer, Public Works  
Kreigh Hampel – Recycling Coordinator, Public Works  
Jan Bartolo – Deputy Director, Park Services, PR&CS  
Jeanette Meyer – Marketing Manager, BWP  
Mary Riley – Sr. Assistant City Attorney, City Attorney's Office  
Jacqui Batayneh – Recording Secretary, Public Works

**III. ORAL COMMUNICATIONS:**

(Limited to items on the printed agenda or items regarding the business of the Sustainable Burbank Task Force. The Task Force has adopted rules to limit oral communications to 2 minutes; however, the Task Force reserves the right to extend this time period.)

A. Public: None

B. Task Force Members:

The Task Force congratulated Ms. Gabel-Luddy on her election to the City Council.

Ms. Gabel-Luddy stated that the Friends of the Los Angeles River is asking for volunteers to help clean up the Los Angeles River ecosystem at the La Gran Limpieza event on April 30, 2011, and suggested working with the Burbank Unified School District to encourage students to participate.

C. Staff Communication:

Kreigh Hampel, Public Works, reported that the Earth Day booth at the Burbank Downtown Arts Festival on April 16-17, 2011, was a success. Mr. Hampel announced

that he will accept the Earth Day proclamation at the City Council meeting on April 19, 2011, and invited Task Force members to attend. Mr. Hampel reported that he attended the Healthy Soil, Healthy Garden: Unlocking the Soil Foodweb with Compost workshop at the Los Angeles Arboretum. The workshop, conducted by Dr. Elaine Ingham, examined the symbiotic relationships between soil, plants, agriculture, and landscapes.

Jan Bartolo, PR&CS, reported that the City Council allocated \$2.5 million for the infrastructure revitalization of Johnny Carson Park. PR&CS is in the process of composing a Johnny Carson Park project advisory committee and will ask Council to appoint two liaisons. Ms. Bartolo stated that the project, in its entirety, will ultimately total \$5 million.

#### **IV. APPROVAL OF MINUTES:**

Mr. Hardymont moved and Ms. Gabel-Luddy seconded, to approve the minutes from the March 21, 2011, meeting with the following changes: Item IV, A - Mr. Rush attended Brad Lancaster's Rainwater Harvesting presentation. Item V, A - The Subcommittee is also working on a stormwater master plan with Public Works staff and is discussing ideas for a green symposium with the Burbank Farmer's Market as a possible venue. The minutes were approved with three abstentions. Ms. James, Mr. Lewis, and Mr. Vander Borgh abstained.

#### **V. SUBCOMMITTEE REPORTS AND PRIORITIES DISCUSSION:**

- A. Mr. Steele, on behalf of the Outreach Subcommittee, reported that the Subcommittee did not meet since the last SBTF meeting.
- B. Mr. Hampel, on behalf of the Zero Waste Subcommittee, reported that the Subcommittee reviewed various projects and discussed Earth Day events, the logs to lumber initiative, horse manure, and is working with the Los Angeles Conservation Corps on a zero waste campaign for the 2011 Starlight Bowl concert series. Subcommittee members also discussed the Brad Lancaster Rainwater Harvesting presentation. Mr. Hampel stated that the Palm Avenue Recycling Station appeal has been retracted and the Subcommittee discussed working with Urban Ore on general concept plans for a re-use site in the City. The Task Force engaged in discussion and asked questions of staff.
- C. Mr. Golonski, on behalf of the Energy Subcommittee, gave a brief overview of the cooler roofs item. The Council supports cooler roofs and appropriated \$20 thousand from the sustainability holding account for a pilot program that waives the residential roofing permit fee for the use of light-colored roofing materials that are .25 or greater reflectivity. Mr. Lewis gave a PowerPoint presentation. The presentation consisted of infra-red camera photos of an asphalt street, a dark-colored roof, and a light-colored roof. Mr. Lewis explained the thermal mass concept and the difference in temperature between dark and light-colored materials. The infra-red photos illustrated that non-shaded areas and dark-colored materials exposed to sunlight are significantly hotter than the outside air temperature. Areas that are shaded, and light-colored materials exposed to sunlight, are approximately thirty to forty degrees cooler than the outside air temperature. Mr. Lewis stated that evapo-transpiration is a cost effective way to create cooling, and reported that the Subcommittee is discussing ways to initiate pro-active tree planting in the City. Mr. Golonski reported that IKEA and Costco have completed their solar panel installations, and Warner Brothers is currently installing additional solar panels. Solar energy in the City is the fourth highest in the nation in watts per capita. Mr. Golonski also reported that all solar rebates have been consumed for fiscal year 2010-2011, and there are currently no rebates available for large solar installations in 2011-2012. The Task Force engaged in discussion and asked questions of staff.

- D. Mr. Vander Borcht, on behalf of the Mobility and Urban Design Subcommittee, reported that he, Mr. Lewis, and Ms. Springer met with a Council member in order to continue Subcommittee outreach efforts with the City Council.
- E. Ms. Gabel-Luddy, on behalf of the Olive Avenue Subcommittee, reported that the Subcommittee has not met since the last SBTF meeting. Mr. Smith asked if a meeting has been scheduled for the near future. Ms. Teaford stated that she will contact Ruth Davidson-Guerra, CDD, for a status on future meetings.
- F. Ms. La Camera, on behalf of the Water Subcommittee, reported that the Water Subcommittee met twice since the last Task Force meeting. The Subcommittee continues to move forward on the Johnny Carson Park project initiatives, developing a stormwater master plan, and discussing options for a low impact development symposium in Burbank. The revised Johnny Carson Park proposal, submitted by Abhe Landscape Architects, includes restoring the existing drainage channel to a full stream that will run throughout the park. Public Works staff attended the most recent Subcommittee meeting to talk about the Los Angeles Department of Water and Power's proposal for a stormwater master plan and discussed a two phase process for the development of the City's proposed stormwater master plan: 1) overall feasibility, and 2) specific projects and technologies. The Subcommittee also met with members from the Woodbury College Arid Land Institute. The Arid Land Institute collaborates with the City on planning and zoning, and is organizing a large symposium for World Water Day in March 2012. At the request of the Task Force during the March meeting, the Subcommittee is also discussing various options and resources for a symposium. The Task Force engaged in a brief discussion.

#### **VI. TASK FORCE GOAL SETTING:**

Ms. Springer asked the group to discuss whether or not the Task Force should change its name (or composition) to the Sustainability Commission. The group discussed the advantages and disadvantages of changing its name and/or changing the composition of the body. Mr. Lewis reported that one of the Council members views a task force as a short term group with a life expectancy. The Council Member supports the group, but recommended changing the name to Sustainability Commission in order to give the body long term status. Mr. Golonski and Ms. Gabel-Luddy excused themselves from the meeting during Mr. Lewis' report. The Task Force decided to keep its composition the same and change the name of the group only at the request of the City Council. The group agreed to further discuss this item at future SBTF meetings.

The Task Force discussed the three Council liaison options: 1) no Council liaisons, 2) keeping Mr. Golonski as a Council liaison and acquiring one new Council liaison, or 3) acquiring two new Council liaisons. After discussing the three options, the Task Force agreed to keep Mr. Golonski as a Council liaison and acquire one new Council member for the SBTF. (Ms. Reinke's Council term expires April 2011).

Mr. Golonski reported that the Council will have a goal setting session in early May to adopt the top five goals of the City for fiscal year 2011-2012. In order to provide input for the Council, Mr. Golonski suggested that the Task Force discuss categories for sustainability goals and identify the impact of those goals. The Task Force discussed various goal setting options for 2011-2012 and beyond. Mr. Smith suggested showing tangible results by tracking the progress and achievements of the Action Plan goals in the form of an annual report card. Mr. Lewis suggested including more actionable elements as goals and providing a report every five years, or longer, that includes measuring sustainability accomplishments. Mr. Golonski stated that Task Force goals will require further discussion

and asked that the item be placed on May's agenda. The Task Force engaged in discussion and agreed to return in May for another goal setting session.

**VII. WEBSITE POSTINGS DISCUSSION:**

The Outreach Subcommittee did not meet since the last SBTF meeting and has not made any progress regarding options for a sustainability website. Ms. Gabel-Luddy recommended reconstituting the Subcommittee in order to find a solution that will supply the public with sustainability information. Mr. Golonski suggested using already existing City communication efforts such as the Burbank Water and Power newsletter or the Public Works newsletter. The Task Force engaged in discussion and agreed to have the Outreach Subcommittee plan a meeting with Keith Sterling, PIO, to discuss the future progress of the website. The Task Force also agreed to continue discussing website postings at its May meeting.

**VIII. SYMPOSIUM IDEA – ADDITIONAL REPORT & DISCUSSION:**

Mr. Golonski reported that the Water Subcommittee is still discussing various options and resources for a symposium. Mr. Hardyment suggested possibly partnering with the Burbank Green Alliance. Mr. Lewis recommended contacting the American Institute of Architects, San Fernando Valley Chapter, to ask for their help and input. Mr. Vander Borcht stated that a symposium requires a tremendous amount of work and organization that ultimately may not provide much in return. Mr. Golonski suggested taking the item back to the Subcommittee for further review. The Task Force engaged in discussion and agreed to have the Water Subcommittee continue researching symposium options.

**IX. ADJOURNMENT:**

The meeting was adjourned at 7:03 p.m. The next regularly scheduled meeting will be held on Monday, May 16, 2011, at 4:30 p.m. at the Burbank Police Department Community Room, 200 North Third Street.

Respectfully submitted,

Bonnie Teafor, Public Works Director  
BT: jlb